

DD/A 64-3182

MEMORANDUM FOR: Director of Communications
Director of Finance
Director of Logistics
Director of Personnel
Director of Security
Director of Training
Chief, Medical Staff

1. The 9 June 1964 presentation of Reorientation in Supervisory Responsibilities was the last of the current series for supervisors in the DD/S area. Similar programs are being developed by the Office of Training for supervisors of the other Directorates.

2. It is requested that several of your people who attended the 9 June program prepare comments for the guidance of OTR in planning future presentations. These comments should include opinions on the substance of the talks and on the program as a whole. Suggestions for changes, additions or deletions will be welcome.

3. These comments are to be sent to the Director of Training no later than 18 June.

FOIA b3b

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L. K. White
Deputy Director
for Support

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GROUP 1
Excluded from automatic
downgrading and declassification

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